

**ALLENVIEW HOMEOWNERS  
Board of Directors' Meeting**

Tuesday, August 22, 2017 at 6:30 PM  
Messiah Village Fountain Room

Board Member	Term	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
VACANT	2018					V	V					
Meg Kelly	2018	X	X	X	X	X	X					
Jill McCabe	2018	V	X	X	A	X	X					
VACANT	2019					V	V					
Robert Grohman	2019	X	X	A	X	X	X					
Bryan Simmons	2019	X	A	X	X	X	X					
VACANT	2020						V					
Gregory Bowden	2020	X	A	X	A	X	X					
John Burleson	2020	X	X	X	X	X	X					
Linda Echard	2018	X	X	A	X							
Brad Stump	2019	X	A	X	X							
Josh Houseal	2020	X	X	X	X	X						

X = Present, A = Absent, V = Vacant seat

*Also in attendance: Joann Davis, Manager, Gina DiStefano, Pool Manager, Karen Traino, Mike May, Marie Yagel, Kirk Yagel, Anna Mae Wickard*

1. **Call to order:** Meeting called to order by R. Grohman at 6:34 PM. Everyone in attendance introduced themselves and the ground rules were set for concerns presented. It was made clear that Facebook pages do not have anything to do with the Board of Directors and will not be discussed.
2. **Homeowner concerns:**
  - a. Karen Traino, 780 Allenvue  
Ms. Traino received a letter dated July 26, 2017 requesting the removal of a cable used for her dog or a fine would be imposed. Ms. Traino would like to appeal the written warning.

R. Grohman reviewed the terms of the letter that was sent to Ms. Traino. Ms. Traino confirmed the cable is still in place and that it is used for when the dog is let out for a brief period of time. R. Grohman stated that the cable extends into the common ground. Ms. Traino said that her other dog was put down in April and that was the dog which had been the topic of discussion at the last meeting she attended. She consulted the Township laws and does not feel she has violated anything the C&Rs. Ms. Traino feels that her neighbor is continuing to harass her and stated the neighbor is a renter, not a homeowner. B. Simmons stated that it does not matter if the neighbor is a renter. B. Simmons recalled at the previous meeting Ms. Traino attended, it was agreed a leash with a handle would be used for full control. Ms. Traino doesn't feel that would solve the issue with the neighbor because of the harassment. R. Grohman said that is a civil matter.

Ms. Traino clarified the cable is not tied to the fence, but it is in the ground with a stake. However, the dog is not attached and left. J. McCabe stated the Board is asking a leash is used with a handle rather than a cable, which provides better control. Ms. Traino said the lead is only used for brief let outs of the dog. Mr. May stated every time they take the dog out the neighbor is watching and the neighbor comes out with her dog every time. J. McCabe stated if a 6' leash is used there would be nothing for the neighbor to complain about.

Ms. Traino stated the neighbor has a second dog that is allowed to run about. J. McCabe said if Ms. Traino would do her part and use a leash, it would stop her end of the issue. It was suggested Ms. Traino hang a leash on the back patio so that it is readily available when the dog needs to go out. If the neighbor is in violation of anything, then the Board will deal with that as a separate matter.

B. Simmons stated that the Board is trying to maintain the common ground and make sure everyone has control of their animal on common property.

Ms. Traino feels the neighbor is targeting her. Mr. May verified this and said it is ongoing. They expressed frustration in having help from the Upper Allen Police. B. Simmons stated this is not something the Board would be involved with.

Ms. Traino brought up an issue regarding Facebook and not being able to view information about a change in pool hours. Ms. Traino did email to ask about pool hours, it was forwarded to the pool manager, who then responded with the pool hours for the day.

R. Grohman stated that after discussion about the leash, she will have 10 days to remove the cable and use a leash. If the cable is not removed, Ms. Traino will be fined \$100.00. The fine will then be \$10.00 per day the cable is reaching the common ground. R. Grohman asked Ms. Traino if she was in agreement with those terms. Ms. Traino stated she will consult with her attorney. A letter will be sent to Ms. Traino outlining the terms.

Ms. Traino discussed an issue with pool cards being punched inconsistently for guests. Ms. Traino shared examples of situations she has witnessed where cards were not being punched. G. DiStefano stated she will speak to the guard who was on duty and look into the situation. Ms. Traino said there has to be consistency. It is something that will be looked at for the 2018 pool season.

Ms. Traino feels that she is being targeted. R. Grohman said if something is brought to their attention the Board has to deal with it. Mr. May said that they are tired of dealing with the continued harassment from the neighbor following the loss of Ms. Traino's dog.

B. Simmons stated that changing to a leash would resolve the problem. If Ms. Traino has any issues with violations she sees, she is welcome to bring those to the Board. Ms. Traino recalled when she had reached out about children climbing in trees that the homeowners pay to maintain, but nothing has been done to stop that.

The Board thanked Ms. Traino and Mr. May for attending. Ms. Traino and Mr. May then left the meeting.

### **3. Pool Report – G. DiStefano**

- a. There were two pool parties recently.
- b. The pool is open for two more weekends.
- c. G. DiStefano asked if the Board has found an Assistant Manager. R. Grohman stated Aqua Specialists will handle that position. G. DiStefano expressed concern with some issues being dealt with in a timely manner.
- d. G. DiStefano stated that the guest policy with the pool card would be revised for the 2018 season.
- e. J. Burleson stated that someone from the Board will work with Kate Wasson as the new pool manager to draft the rules and regulations that will be in place for the 2018 pool season.

*G. DiStefano left the meeting after giving her report.*

#### **4. Guest introductions – R. Grohman**

- a. Anne Mae Wickard was introduced as the new Recreation Chair. She would like to hold a Fall Festival in October. R. Grohman said the Board would be willing to allow some funding for the event. A. Wickard has been in touch with the previous chair and those who would like to serve on the committee. R. Grohman asked for any updates, questions, or needs to be emailed before the September meeting for the Board to discuss. R. Grohman expressed appreciation to A. Wickard for stepping up to chair the committee. *A. Wickard left the meeting.*
- b. Marie Yagel was introduced as a potential Board member. M. Yagel works for Central Dauphin School District as a Curriculum Specialist. She expressed an interest in wanting to be involved and knowing what is going on her community. M. Yagel stated that you can't complain if you are not willing to step up and do something about it. J. Burluson asked if she had any previous experience with an HOA. M. Yagel had lived in a HOA before, but was not involved with the Board. J. Burluson stated there are committees that need a great deal of help, particularly the ACC and maintenance committees, giving plenty of opportunities to be active. M. Yagel then asked a few questions of the Board. The Board thanked her for attending the meeting. *M. Yagel and K. Yagel left the meeting.*

#### **5. Approval of minutes from the July meeting:** Motion to approve the minutes by J. Burluson, R. Grohman seconds, motion passes.

#### **6. President's Report – R. Grohman**

- a. The Board unanimously agreed to hire Kate Wasson as the Pool Manager for the 2018 pool season.
- b. The Board received a letter of resignation from E. Davis, handyman, effective 9/25/17 or sooner if the position is filled before then.
- c. The Board received a letter of resignation from J. Houseal from the Board of Directors effective immediately. R. Grohman motions to accept the letter of resignation, B Simmons seconds, motion passes.

#### **7. Treasurer's Report – J. Burluson**

- a. Updated financial statements were reviewed.
- b. The accountant provided a YTD comparison in the financial statement. Looking at this year versus last, things look financially good.
- c. There was discussion about the finances, outstanding dues, and continuing to lower the amount owed to the HOA.

#### **8. Committee Reports**

- a. Architectural Control – J. McCabe
  - i. ACC Requests
    - 1) A request was submitted for the rear fence to be replaced at the 811-819 Allenview building. There are two homeowners with trees that need to be removed. The Board approves the removal of both trees at the homeowners' expense. The ACC recommends approval with clarification it will be done with pressure-treated wood.
    - 2) A request was submitted for deck staining at 542 Allenview. The homeowner is considering two colors. Historically, only a clear coat has been approved. The ACC will allow colors within the brown tones, which the Board supports.
    - 3) A request was submitted by 802 Allenview for shrubbery removal and replacement. The ACC recommends approval.
    - 4) A request was submitted by 924 Allenview for replacement windows and a slider door. The windows would have no grids. ACC recommends approval.

- 5) The ACC recommends approval of requests for 811-819 Allenview, 542 Allenview, 802 Allenview, and 924 Allenview. R. Grohman seconds the motion, motion passes.
- ii. Other Items
  - 1) A letter went to the 916-930 and 946-960 buildings regarding items on common property. Homeowners were given fifteen days to remove the items or they would be disposed of. Items that were left after the fifteen-day period were disposed of.
  - 2) A letter went to residents of the 946-960 building about proper storage of trash and recycling containers.
  - 3) A letter went to 928 Allenview following complaints that the resident is storing the trash can on common property and there are weeds in the back. The homeowner will address the problems.
  - 4) Water has been standing at the rear of 904 Allenview after a heavy rain. The Board will look into the problem.
  - 5) A letter went to 900 Allenview requesting an ACC form be completed for the removal of shrubs. A form was not received, but the shrubs have grown back from the stumps so a request is no longer needed.
  - 6) A letter went to 454 Allenview requesting an ACC form be completed to show what the homeowner would like to plant behind the patio. A form was not received.
- b. Recreation
  - i. B. Simmons nominates Anna Mae Wickard as the chairperson, R. Grohman seconds, motion passes.
  - ii. B. Simmons nominates the following committee member: Gina DiStefano, Roni Collier, Lori Caffarella, and Trish Connolly, G. Bowden seconds, motion passes.
- c. Nominating – G. Bowden
  - i. There were two advertised vacant Board positions and with the recent resignation from J. Houseal, there are now three open positions. The position terms end as follows: one in 2018, one in 2019, and one in 2020. Information sheets were received from Marie Yagel, Bernadette Thompson, and Brian Cavada for the vacant Board positions.
    - 1) J. Burleson suggested getting to know the applicants first. G. Bowden said he can reach out to Bernadette and Brian to talk with them a bit since they were unable to attend the August meeting. J. Burleson said it would be helpful to understand the level of involvement they are able to give to the Board. G. Bowden will invite them to the September meeting. B Simmons stated that it will give the applicants a chance to understand the commitment involved.
    - 2) M Kelly nominates Marie Yagel to fill the term expiring in 2020, G. Bowden seconds, motion passes.
- d. Budget – none
- e. Maintenance – R. Grohman
  - i. A letter was received from the Township regarding the mowing under the electrical tower. R. Grohman contacted Shope's to have it taken care of immediately. Shope's was reminded it needed to be maintained. R. Grohman noticed there is still growth under the electrical tower.
  - ii. J. McCabe did note the weed whacking has been better. There are still concerns and there was discussion about the next contract specifically outlining what needs to be done.
  - iii. TruGreen was out to do a regular lawn application and grub preventative.
  - iv. Parking lot painting has been scheduled for September 10<sup>th</sup> in lots 601-627, 616-630, 632-656, and 701-719. Lot 601-627 will be getting numbers and the rest will get lines and numbers. Letters went to residents, emails went out, and information was posted on the website.
  - v. Mike Hoffman will begin painting homes scheduled for 2017 on September 18<sup>th</sup>.
  - vi. B. Simmons would like to wait until the Board vacancies are filled before appointing a Maintenance Committee Chair. The Board is in agreement.

- f. Publicity – M. Kelly
  - i. The summer edition of the Allen Views was printed and mailed by Konhaus.
  - ii. Please send M. Kelly anything to be included in the fall edition. R. Grohman asked that a statement be put in the next Allen Views noting the Board does not have anything to do with the Facebook pages that exist for Allenview.

**9. Manager's Report – J. Davis**

- a. Resale certificates were prepared for 2101 Foxfire Drive and 2103 Foxfire Drive.
- b. Former Board member and ACC Chair L. Echard will attend the hearing scheduled for August 30, 2017.
- c. 526 Allenview emailed to let the Board know Amerigas found the propane tank in need of being replaced. This will require the fence to be removed. The homeowner will submit a request for a new fence, but the tank will be exposed for a while.
- d. A homeowner in the 916-930 building requested a solution for trash storage for that building. The property behind the homes is a steep, uphill terrain, making it difficult to wheel trash and recycling containers to the front for pick up. A suggestion of a cement pad at the end of the row to store containers was made by the homeowner. The ACC had discussed that problem and the HOA putting in places for people to put trash cans so they are not left on common property or at the front of the homes. J. Burleson said that HOA could bear the cost and build something. R. Grohman suggested looking into that for cost to see if there could be a plan to get a certain number done each year. This would then give a defined area to store trash and recycling containers, then resolving the ACC issues.

**10. Executive session – M. Kelly motions to go into executive session at 8:49 PM, G. Bowden seconds, motion passes.**

R. Grohman motions to resume the meeting at 9:02 PM, J. Burleson seconds, motion passes.

**11. Other Business**

- a. Following discussion by the Board, J. Burleson motions to continue to enforce the rule of no diapers being allowed in the adult pool, M. Kelly seconds, motion passes.
- b. A resident asked if signs for charitable events would be allowed. The Board agreed to uphold the sign policy and be consistent in not allowing signs.

**12. Meeting Adjourned:** J. Burleson motions to adjourn the meeting, R. Grohman seconds, motion passes. Meeting adjourned at 9:06 PM on August 22, 2017.

**Next Meeting:** September 26, 2017 at 6:30 PM in Messiah Village Board Room

Submitted by: J. Davis